

## **MEETING MINUTES**

February 4, 2008

### **TOWN OF PRIMROSE PLANNING COMMISSION**

Attendance: Bill Haack, Jerry Judd, Bill Olson, Josh Dein, Martha Gibson  
Winnie Losenegger, Roger Werndhli  
Dale Judd, Dave Garfoot, Alex Elkins

1. Called to order by Chairman Bill Haack at 8:15 P.M.
2. Minutes of January 7, 2008 P.C. Meeting approved 5-0, Motion Gibson, 2<sup>nd</sup> Olson.
3. Comprehensive Planning by Mr. Bill Rizzo from U.W. Extension:
  - a. Provided a handout of Public Participation Basics and discussed the typical methods and events of the public participation process. Mr. Rizzo can lead this process for us, for a fee.
  - b. Focus Groups for specific topics can be beneficial, but their results may not be representative of the community.
  - c. Surveys are good methods for collecting opinions. They should be prepared by an independent group to eliminate any local biases. UW River Falls provides this service. Mr. Rizzo will provide some samples and rough costs for doing this work.
4. Comprehensive Planning by Brian Standing from Dane County Planning & Development:
  - a. Provided a handout of a Comprehensive Planning Menu of services they could provide to assist us through the required process. Approximate cost for services range from \$3000 to \$28,000; a la carte choice of specific services is available. Minimal direction, advice or assistance is available at no cost. Once we come up with a budget they will help structure the services to fit the budget.
  - b. Recommended that at a minimum we use their mapping services for producing the requisite maps.
  - c. They are objective and transparent in their services for the Town to avoid the potential for conflict of interest situations.
  - d. Grant money may be available for 2009 if we partner with another community.
  - e. Typical duration of the Comprehensive Plan process is 18-24 months; may be credit for time we have already spent on the process. A potential ramification of not completing the Plan by 2010 is that we could lose our right to opine on zoning changes to the County.
5. Comprehensive Planning by Josh Dein:
  - a. MOTION by Dein: That we enlist the help of outside sources such as Dane County Planning & Development and UW Extension to meet the Comprehensive Plan requirements; and that the Town Board review and authorize funding for the involvement of these outside sources. SECOND by Gibson, APPROVED 5-0.
6. Tom Kleinheinz property Nessa Road and CTH U: Provided a handout of proposal to construct a new garage accessed from his existing driveway. The garage and additional driveway will be in a wooded area. There were no objections to this proposal. He was instructed to see the Building Inspector to obtain the necessary permits.
7. Connors/O'Connor Amendment to LUP:

- a. A handout describing the proposed amendment was provided. In essence, it states that roads or driveways shall be allowed to cross agricultural land if certain conditions are met.
  - b. MOTION by Dein: Continue discussion on this amendment at next months meeting. SECOND by Gibson. No vote.
  - c. Substitute MOTION by Gibson: Present this amendment to the residents to get some feedback, perhaps via a survey, prior to conducting the Public Hearing at which the amendment will be formally presented. SECOND by Olson, APPROVED 4-1. Judd dissented.
- 8. Other Business: None.
  - 9. Next month's agenda:
    - a. Discussion/Action on Comprehensive Planning.
  - 10. Adjournment: Motion to adjourn by Gibson, Second by Olson, all in favor.